

Maricopa County Community Services Commission

Monday, February 22, 2016 6:00pm

234 N Central Ave. #3000 Phoenix AZ 85004

*The Advisory Tri-Partite Board of the Maricopa County Community Action Agency*

**DISCUSSION NOTES**

MEMBERS PRESENT		
Public Sector	Private Sector	Consumer Representative
Judge Lilia Alvarez Town of Guadalupe	Ms. Bonnie Temme Salt River Project	Ms. Pam DiPietro Foothills Foodbank
	Ms. Amy Schwabenlender Valley of the Sun United Way	
MEMBERS ABSENT		
Public Sector	Private Sector	Consumer Representative
Mr. Bryan Kilgore City of Avondale	Ms. Marlena Piña The Salvation Army	Mr. Lorenzo Aguirre Private Citizen
Ms. Kathie Farr City of Tolleson		
GUESTS AND STAFF PRESENT		
Guests		Staff
Ms. Sheryl Steele		Ms. Sandra Mendez, Assistant Director
Ms. Cathy Chiang Arizona Public Service		Ms. Laurie Ontiveros, Program Coordinator
		Ms. Veronica Bravo, Direct Services Program Specialist

1. **Call to Order**

Chair Amy Schwabenlender called the meeting to order at 6:06 p.m.

2. **Roll Call**

Ms. Laurie Ontiveros completed roll call. Four (4) of the eight (8) seated Commission members were present. Quorum was not established.

3. **Pledge of Allegiance**

The pledge was led by Ms. Sandra Mendez.

4. **CAA Director's Report**

- **Dashboard Indicator Report**

Ms. Sandra Mendez provided an overview of the FY2016 Dashboard Indicator (DI) Report, reflecting the current status of the programs and expenditures for FY2016. Included in the overview, Ms. Mendez explained the anomalies, as reflected in the voucher expenditures chart for the CSBG funds and Global Water funds. The CSBG funds were primarily awarded to the City of Scottsdale for rental assistance vouchers. Scottsdale CAP is developing an expenditure plan for these funds.

Ms. Mendez explained that the Global Water is a new water program available through ACAA but

limited to Global Waters customers living in Scottsdale. Ms. Mendez shared that it is difficult to find Global Water residents that are income eligible for services. Ms. Mendez will request flexibility from ACAA regarding the eligibility criteria or residency criteria for these funds.

Ms. Mendez explained that the URRD Deposit shown on the chart, includes the funds for the Rapid Rehousing Program. These funds were provided through a joint request with the City of Phoenix. The housing that is provided to homeless individuals through this program includes utilities in the rent amount. As a result a utility deposit is not needed. There was an overestimation regarding the needed funds to support this program. Ms. Mendez is seeking flexibility from ACAA to spend down these funds.

Ms. Mendez provided an overview of the Administrative Expenditures chart and explained that the expenditures for Surprise and Peoria were low due to program start-up that occurred this year.

Ms. Mendez shared that 4,437 households were served through February 19, 2016.

- **Updates – Peoria & Surprise CAP Offices**

Ms. Mendez shared that the Peoria and Surprise CAP offices both had their grand opening event. Ms. Mendez introduced Seth Dyson, Director for Human Services and Community Vitality for the City of Surprise.

Ms. Mendez shared that the Peoria CAP had their grand opening in January. The Peoria CAP office is housed in the Peoria Community Center.

- **ADES On-Site Monitoring**

Ms. Mendez shared that DES is scheduled to conduct on-site monitoring in late April 2016. DES will review compliance with the federal legislation, Organizational Standards, tripartite board requirements, strategic planning, and case management requirements.

- **2017 Contracts & IGAs**

Ms. Mendez indicated that a RFP will be released for the delivery of CAP services for the Chandler, Tempe, and Wickenburg service areas. New IGAs will also be developed for next program year for Scottsdale, Avondale, Tolleson, Gila Bend/Buckeye, and Guadalupe.

## 5. **Community Needs Assessment Overview**

Staff from Saguaro Evaluation introduced themselves to the Commission and provided the following overview of the community assessment process:

- Purpose of the Community Needs Assessment was to collect data to gain a community perspective on the needs of low-income individual which will inform the development of the strategic plan;
- Methodology included a total of 12,075 from low income individuals, 12 focus groups were conducted, including one focus group with the Commission;
- 19 key informant interviews were conducted with providers, stakeholders, faith-based community members, including external and internal members of the CAP office; and
- Needs were prioritized for each of the service areas.

Staff from Saguaro Evaluation provided an overview of the demographics, priority of needs, and summary of recommendations for each service area.

